

# BOCES INSTRUCTIONAL TECHNOLOGY NEWSLETTER

October 2011

[www.foxmeadowtechnology.wikispaces.com](http://www.foxmeadowtechnology.wikispaces.com)

## FOX MEADOW TECHNOLOGY COMMITTEE

~ Catherine Armisto ~  
~ Alanna Donohue ~  
~ Erik Krantz ~  
~ Mike Mueller ~  
~ Fatima Oliveira ~  
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~ Margo Schepart ~

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## OCTOBER'S TECHNOLOGY THEME:

☆☆☆Graphic Organizing☆☆☆



### What does research say about graphic organizers?

- Visual representations help students recognize how related topics connect (NCTM, 2000).
- Students have to analyze information at a deep level in order to decide what information to delete, what to substitute, and what to keep when they are asked to give a summary (Anderson, V., Hidi, 1988/1989).
- Learners acquire and store knowledge in two primary ways: linguistic (by reading or hearing lectures), and nonlinguistic (through visual imagery, kinesthetic, or whole body modes, and so forth). The more students use both systems of representing knowledge, the better they are able to think about and recall what they have learned (Marzano, Pickering, & Pollock, 2001).

### Five Points to Keep in Mind

1. Nonlinguistic representations come in many forms.
2. Nonlinguistic representations must convey crucial information.
3. Students should explain their nonlinguistic representations.
4. Nonlinguistic representations take time.
5. Students should revise their representations when necessary.

Marzano, Robert. "Representing Knowledge Nonlinguistically." *Educational Leadership* 67.8 (2010): 84-86. Print.

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## Graphic Organizing Tool

There are numerous mind mapping Web2.0 tools out there. It seems as if a new one comes out every day! For our students' sake (and our sake), it's helpful to focus on one interactive tool at a time. Some teachers have already been using Prezi with students. Therefore, it will be our graphic organizing tool for this month...



This may not be the first time you're hearing about Prezi and it's likely it won't be your last. There are many classroom applications for this free Web2.0 tool. If you haven't played with Prezi in a while, you will be pleased with the user-friendly updates they have made. So why use Prezi for graphic organizing?

1. There is no preset structure. Create a diagram that suits your needs.
2. You are able to embed photos and Youtube clips.
3. Information can be moved around easily.
4. Collaboration – Teachers and students can work on a Prezi at the same time (while on separate computers or at different locations).

Some Venn Diagram Examples:



If Prezi sounds like something you would like to try in your classroom and you'd like to learn more, contact Catherine Armisto (X651) to set up a tutorial, consultation and/or a classroom demo.

## Graphic Organizer Websites

### [Holt Interactive Graphic Organizers](#)

PDF Graphic Organizers that you can type directly on. Great for interactive SmartBoard use and providing students with copies of class notes.

### [Teachnology Graphic Organizer Maker](#)

The teacher tools will allow you to make graphic organizers by filling out a simple form. The materials are made instantly and can be printed directly from your computer.

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## Fox Meadow Instructional Technology Wiki

All instructional technology related materials can be found on the Fox Meadow Instructional Technology Wiki. On this site, you will find a variety of resources, such as...

- Microsoft Live Tutorials
- Lists of Phenomenal Websites (submitted by your colleagues)
- Web2.0 Tools that focus on researched based instructional strategies
- Common Technology Definitions
- All Newsletters
- PDF Tutorials



## Turn off Spell/Grammar Check in Microsoft Word

Oftentimes, for assessment purposes, it is necessary to turn off the automatic spelling and grammar check in Microsoft Word. You can do so by...

1. Click the **file** tab, and then click **options**.
2. Click **proofing**.
3. Click to clear the **Check spelling as you type** check box.
4. Click to clear the **Mark grammar as you type** check box.



## BOCES Instructional Technology Committee

A new Instructional Technology Committee has been formed at BOCES. This committee is comprised of educator representatives from all of our programs. The charge of this group will be to share useful instructional technology resources throughout the organization and to ensure timely and accurate communication between all teachers and administrators. Classroom technology needs will be addressed and referred to a separate technology group comprised of administrators. Stay tuned for updates!



## REMINDER

### ***Saving Files***

Everyone should be saving their files on Microsoft Live. Please do not save your files on the desktop and/or the network any more. If you need help uploading your documents to Microsoft Live, please contact a member of the Technology Committee.



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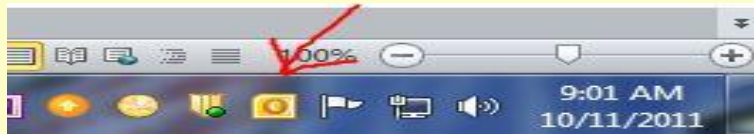
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*Quick Tip...*

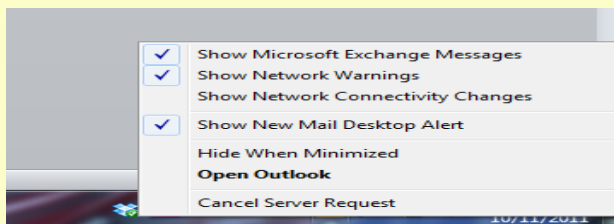
## STOP THOSE EMAIL POP UP NOTIFICATIONS

When using the SmartBoard, email pop up notifications are often a distraction to teaching and learning. Save yourself from this frustration by disabling your "New Mail Desktop Alert." You will no longer worry that information will be displayed for all to see, while still being able to access your email quickly, if need be.

1. Click on the Microsoft Outlook icon (lower right hand corner)



2. If you see a check mark by "Show New Mail Desktop Alert", scroll over it and left-click.



## Library Database User Training

BOCES subscribes to several databases that can be useful to you and/or your students. Some of these databases include: Proquest, Gale Powersearch, EBSCO, WilsonwebOmnifile, AP Photo Images, WorldbookOnline, Soundzabout Royalty Free Music, and Discovery Streaming. For those interested, Judy Ashby, Coordinator of the School Library System, is holding a Database User Session/Training.

**Date:** December 1, 2011

**Time:** 3:00-4:30

**RSVP:** [jashby@pnwboces.org](mailto:jashby@pnwboces.org)

## NOVEMBER'S TECHNOLOGY THEME:

☆☆☆Vocabulary Development☆☆☆

Please send along any resources (websites, videos, tools, lessons, etc) you use in the classroom for vocabulary development!